

~~SECRET~~

JRDB 49/2

10 January 1947

Program for JRDB - CIG Cooperation in the  
DECLASSIFIED AND APPROVED FOR  
RELEASE                      Field of Scientific Intelligence  
BY THE CENTRAL INTELLIGENCE AGENCY  
DATE: 2001

---

1. Scientific intelligence. For the purpose of this paper, scientific intelligence is considered to include all matters pertaining to foreign research and development to the point of production which have a bearing on the national security of the United States.
2. The Scientific Branch, ORE, CIG.
  - a. A Scientific Branch has been established within the Office of Reports and Estimates, Central Intelligence Group, which will assume initiative and responsibility for the development and coordination of an overall national program of scientific intelligence.
  - b. The Scientific Branch will be headed by an individual acceptable to the Joint Research and Development Board and the Director of Central Intelligence. In addition to his other duties, he will serve as a scientific intelligence advisor to the Director of Central Intelligence.
  - c. It is recognized that the Scientific Branch will function with intellectual freedom in consonance with its official responsibilities. The Chief of the Branch will have direct access to CIG and JRDB activities associated with the requirements of his Branch. He will also have needed direct contact on scientific intelligence matters with the Chairman, JRDB, and the Director, CIG.

~~SECRET~~

~~SECRET~~

3. Responsibilities of the Scientific Branch, CIG. The Scientific Branch, CIG, will be responsible for:

- a. The development of scientific intelligence on a national basis.
- b. The continuing formulation and revision of fundamental national scientific intelligence requirements in collaboration with JRDB, the Army, Navy, Air Forces, State Department, and other agencies.
- c. The formulation of definite plans and the coordination of action required to implement national scientific intelligence requirements through adequate collection and analysis of information by all established means or means capable of establishment.
- d. The preparation of estimates of scientific capabilities and intentions of foreign nations.
- e. The correlation of scientific estimates with those in other fields in the formulation of intelligence estimates of the overall strategic situation.

4. Relationship between CIG and JRDB

- a. It is recognized that CIG should be kept informed of the research and development fields in the United States which are of significance to the effective performance of its foreign intelligence mission. There is also clearly a close relationship between the responsibilities of the JRDB and the availability of adequate intelligence, especially in regard to assessing our own military potential as compared to that of foreign powers in the scientific field. Close liaison between CIG and JRDB will therefore be required.
- b. In implementation of such liaison, as authorized by paragraph 2 of NIA Directive No. 1, CIG will:

~~SECRET~~

~~SECRET~~

- (1) Provide JRDB with such available foreign intelligence as is necessary in assessing the adequacy of our national research and development program.
- (2) Provide JRDB with detailed foreign intelligence on scientific items of specific interest.

c. In implementation of such liaison, JRDB will:

- (1) Upon request from the Director of Central Intelligence, cooperate in securing the necessary qualified personnel for the Scientific Branch, ORE, CIG.
- (2) Provide the Chief, Scientific Branch, ORE, CIG, or qualified representatives designed by him, with such access to JRDB meetings and files as are necessary in the accomplishment of the intelligence mission of CIG.
- (3) Upon request from the Chief, Scientific Branch, ORE, CIG, assist with such facilities as it has at its disposal in the solution of specific scientific intelligence problems.
- (4) Assign a member of the Programs Division, JRDB, to the task of maintaining day-to-day liaison with CIG.
- (5) Pass to Scientific Branch, ORE, CIG, any broad intelligence objectives which come to the attention of the Board and assist in the formulation of scientific intelligence requirements.
- (6) Encourage direct contact between the Scientific Branch, ORE, CIG, and the JRDB.
- (7) Promote and encourage research and development on improved methods, techniques and devices applicable to intelligence work.

~~SECRET~~

# FUNCTIONS OF THE JOINT RESEARCH AND DEVELOPMENT BOARD

**JOINT RESEARCH & DEVELOPMENT BOARD**  
COORDINATES ALL RESEARCH AND DEVELOPMENT ACTIVITIES OF JOINT INTEREST TO THE WAR AND NAVY DEPARTMENTS IN ORDER THAT THE DEPARTMENTS MAY CARRY OUT A STRONG, UNIFIED, INTEGRATED AND COMPLETE RESEARCH AND DEVELOPMENT PROGRAM IN THE FIELD OF NATIONAL DEFENSE.  
DR. T. W. WILK, CHAIRMAN    HONORABLE H. JOHN STORNEY    GENERAL CARL SPATZ  
GENERAL J. L. DEYERS    ADMIRAL R. C. HANNEY

**POLICY COUNCIL**  
1. SUMMARIZES THE ADVANCES IN RESEARCH AND DEVELOPMENT WITH RESPECT TO MILITARY STRATEGY AND TACTICS, AND CONSIDERS THE EFFECT OF ONE UPON THE OTHER.  
2. DETERMINES THE RELATIVE IMPORTANCE TO BE PLACED ON RESEARCH AND DEVELOPMENT PROGRAMS IN LIGHT OF CURRENT STRATEGY.  
3. PROVIDES GUIDANCE TO COMMITTEES IN DETERMINATION OF ALLOCATION, REGULATION OF DIFFERENCES, AND FILLING OF GAPS IN ACCORDANCE WITH STRATEGIC REQUIREMENTS.

**SPECIAL CONSULTANTS**

**SECRETARIAT**

**EXECUTIVE COUNCIL**  
ACTS IN AN ADVISORY CAPACITY TO THE EXECUTIVE SECRETARY, CONSIDERS AND FORMULATES ACTION ON ALL MATTERS SPECIFIED UNDER SECTION 2.7 OF THE RULES OF ORGANIZATION AND PROCEDURE, INCLUDING:  
1. RECEIPT AND ASSIGNMENT OF PROBLEMS.  
2. MATTERS TO BE TRANSMITTED TO THE BOARD.  
3. RELATIONSHIPS WITH AGENCIES OF THE BOARD.  
4. PERFORMANCE OF AGENCIES OF THE BOARD.

**ARMY SECRETARY**

**EXECUTIVE SECRETARY**  
THE EXECUTIVE SECRETARY IS THE CHIEF EXECUTIVE OFFICER OF THE BOARD AND IS RESPONSIBLE FOR THE OPERATIONS OF THE SECRETARIAT.

**NAVY SECRETARY**

**ADMINISTRATIVE SECRETARY**  
1. AS SECRETARY OF EXECUTIVE COUNCIL UNDER JARS, COORDINATES PREPARATION OF ALL MATTERS FOR CONSIDERATION BY THE EXECUTIVE COUNCIL.  
2. AS SECRETARY OF THE POLICY COUNCIL COORDINATES PREPARATION OF ALL MATTERS FOR CONSIDERATION BY THE POLICY COUNCIL.  
3. ADMINISTERED ITOM CONTROL PROCEDURE IN ACCORDANCE WITH JARS OFFICE ORDER NO. 10.  
4. SERVED AS DEPUTY TO THE EXECUTIVE SECRETARY IN COORDINATION OF RESEARCH AND DEVELOPMENT.  
5. MAINTAINS OFFICIAL FILES OF ALL ACTIONS OF THE BOARD.

**ADMINISTRATIVE DIVISION**  
PLANS AND CONDUCTS THE GENERAL ADMINISTRATION OF THE BOARD.  
1. BUDGET FORMULATION  
2. FISCAL CONTROL  
3. EMPLOYEE RELATIONS  
4. PERSONNEL  
5. MAIL CONTROL AND MAIL SYSTEMS  
6. CONSULTING PERSONNEL  
7. EQUIPMENT  
8. TRAVEL AND TRAVEL ACCOUNTS  
9. SUPPLIES  
10. SPACE  
11. DRAFTING  
12. PRINTING  
13. COMMUNICATIONS

**PROGRAMS DIVISION**  
CONDUCTS INVESTIGATIONS AND PROVIDES INFORMATION FOR THE BOARD AND ITS AGENCIES.  
1. COLLECTS AND DIGESTS INFORMATION ON ARMY-NAVY RESEARCH AND DEVELOPMENT PROGRAMS.  
2. COMPLETES DATA ON OVERALL ARMY-NAVY BUDGETARY EXPENDITURE AND SUPPORT.  
3. PREPARES REPORTS AND SUMMARIES REQUIRED BY THE CHARTER OF THE BOARD.  
4. PROVIDES GENERAL FACTUAL AND INFORMATIONAL SERVICE.  
5. MAKES RECOMMENDATIONS FOR ACTION TO THE PLANNING DIVISION VIA THE EXECUTIVE COUNCIL.  
6. COLLABORATES WITH INTELLIGENCE AGENCIES OF THE ARMY AND NAVY TO PROVIDE NECESSARY INFORMATION OF ACTIVITIES OF OTHER NATIONS REGARDING RESEARCH OF THE BOARD AND ITS AGENCIES.  
7. CONDUCTS INVESTIGATIONS AND REPORTS TO THE BOARD ON COMPLIANCE WITH DIRECTIVES OF THE BOARD.

**PLANNING DIVISION**  
GUIDES AND ASSISTS THE BOARD AND ITS AGENCIES IN ACHIEVING A BALANCED RELATIONSHIP BETWEEN RESEARCH AND DEVELOPMENT PROGRAMS AND STRATEGIC REQUIREMENTS.  
1. PROVIDES ASSISTANCE TO THE POLICY COUNCIL IN THE FORMULATION AND SOLUTION OF PROBLEMS.  
2. REVIEWS RELATIVE EFFORT IN MAJOR FIELDS IN THE LIGHT OF BASIC REQUIREMENTS FOR NATIONAL SECURITY.  
3. REVIEWS COMMITTEE REPORTS AND RECOMMENDATIONS FOR ACTION WHERE INDICATED.  
4. ANALYZES OVERLAPPING COMMITTEE FUNCTIONS AND RECOMMENDS COORDINATE MEASURES.  
5. FORMULATES PLANS FOR BOARD AGENCIES DESIGNED TO FILL GAPS IN PLANNED PROGRAMS.  
6. PROVIDES PERSONNEL, ASSISTANCE AND GUIDANCE TO COMMITTEES DURING EMERGENCIES AND DURING FORMATIVE PERIODS.

**DRAFTING UNIT**  
1. PROVIDES DRAFTING SERVICE FOR TECHNICAL WORK OF THE BOARD INCLUDING DESIGN, LAYOUT, LETTERING, AND OVERALL PREPARATION OF CHARTS, GRAPHS AND OTHER ILLUSTRATIVE MATERIAL.

**MAIL FILES AND PERSONNEL UNIT**  
1. PROCESSES ALL PERSONNEL ACTIONS AND MAINTAINS PERSONNEL RECORDS.  
2. CONTROLS AND DISTRIBUTES ALL MAIL WITH A SECURITY CLASSIFICATION OF LOWER THAN "SECRET".  
3. MAINTAINS TIME AND ATTENDANCE REPORTS.  
4. MAINTAINS ADMINISTRATIVE FILES.

**LIBRARY SECTION**  
1. PROVIDES STANDARD TECHNICAL LIBRARY SERVICE IN FIELDS OF BOARD INTEREST.  
2. ANALYZES, ABSTRACTS AND INDEXES REPORTS ON RESEARCH AND DEVELOPMENT.  
3. CLASSIFIES AND INDEXES REPORTS AND OTHER OFFICIAL DOCUMENTS OF THE BOARD.

**CONTROL UNIT**  
1. MAINTAINS A CURRENT INDEX TO STATUS OF ALL ITOM UNDER CONSIDERATION BY THE BOARD OR ANY AGENCY.  
2. REFERS ITOM TO THE COMMITTEE OF PRIMARY INTEREST.  
3. REFERS ITOM INVOLVING MORE THAN ONE COMMITTEE TO THE PLANNING OFFICER.  
4. REFERS SUMMARY TYPE REPORTS, REQUESTS OR ACTION TO THE EXECUTIVE COUNCIL FOR REVIEW.  
5. ISSUES A MONTHLY INDEX SHOWING THE STATUS OR DISPOSITION OF ALL ITOM UNDER CONSIDERATION OF THE BOARD.

**SECURITY OFFICE**  
1. ENFORCE THE SECURITY REGULATIONS.  
2. MAKES SECURITY INSPECTIONS.  
3. INSTRUCTS NEW PERSONNEL ON SAFEGUARDING MILITARY INFORMATION.  
4. REGISTERS, LISTS, AND INDICES ALL SECRET AND TOP SECRET MATERIAL.  
5. MAINTAINS INDEX.

**TRAVEL UNIT**  
1. PREPARES TRAVEL ORDERS AND VOUCHERS FOR PERSONNEL OF THE BOARD.  
2. PROVIDES ADVICE AND ASSISTANCE ON ROUTES OF TRAVEL.  
3. SECURES RESERVATIONS.

**FISCAL UNIT**  
1. MAINTAINS FISCAL RECORDS OF THE SECRETARIAT.  
2. PREPARES MONTHLY REPORTS ON THE FISCAL STATUS OF THE BOARD.  
3. EFFECTS TRANSFER OF FUNDS AS DIRECTED.  
4. PROCESSES REQUISITIONS FOR OFFICE SUPPLIES.

**COMMITTEES & PANELS**

ADMINISTRATIVE ORGANIZATION SECRETARIAT  
J. R. D. S.

DATE: 23 DECEMBER 1946